

**Statement of Local Authority claimed entitlement to HOUSING BENEFIT**

<b>2019/2020 ESTIMATE FORM</b>							<b>19</b>	<b>02</b>
AUTHORITY NAME							<b>001</b>	
AUTHORITY NUMBER							<b>002</b>	

**IMPORTANT:**

1. Please read the guidance notes before you fill in this form.
2. Page 1 must be signed by the Responsible Finance Officer.

**ESTIMATED CLAIM FOR HOUSING BENEFIT**

RENT REBATE (Cells 018 + 033)	<b>003</b>
RENT ALLOWANCE (Cell 049)	<b>004</b>
TOTAL ADMINISTRATION COSTS ALLOCATION	<b>005</b>
<b>TOTAL AMOUNT CLAIMED</b>	<b>006</b>

**LOCAL AUTHORITY CERTIFICATE**

**I APPLY** on behalf of the authority for payment of the amount at cell 006 above.

**I UNDERTAKE** to submit an initial final and a certified final claim within the time limits currently in force and promise to pay the Secretary of State on demand the amounts of any excess monies previously paid.

**I CERTIFY** that the entries on this form are in accordance with the Acts specified in the guidance notes and the relevant regulations, determinations, directions, circulars, notes, instructions and other agreed arrangements and that to the best of my knowledge and belief the information is correct.

<b>SIGNED:</b>	<b>DATE:</b>
<b>NAME (Block):</b>	<b>POSITION HELD:</b>

**This signature, certifying the claim, must be that of the officer who is responsible pursuant to Section 151 of the Local Government Act 1972 (Responsible Finance Officer).**

**PLEASE PROVIDE A LOCAL AUTHORITY CONTACT:**

**Name:** \_\_\_\_\_ **Telephone No. (+STD):** \_\_\_\_\_  
**Ext** \_\_\_\_\_

**FOR DEPARTMENT USE ONLY**

Input by	<input type="text"/>	Date	<input type="text"/>
Authorised	<input type="text"/>	Date	<input type="text"/>

<b>ESTIMATED RENT REBATES GRANTED TO TENANTS OF NON-HRA PROPERTIES</b>
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EXPENDITURE FOR THE FINANCIAL YEAR.

	<b>008</b>
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**BOARD AND LODGING OR NON SELF-CONTAINED LICENSED ACCOMMODATION WHERE THE LOCAL AUTHORITY IS THE LANDLORD**
Expenditure **up to** the lower of the one bedroom self-contained LHA rate and the upper limit (£500 or £375).

	<b>009</b>
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Expenditure **above** the lower of the one bedroom self-contained LHA rate and the upper limit (£500 or £375).

	<b>010</b>
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**SHORT-TERM LEASED OR SELF-CONTAINED LICENSED ACCOMMODATION WHERE THE LOCAL AUTHORITY IS THE LANDLORD**
Expenditure **up to** the lower of 90% of the appropriate LHA rate for the property and the upper limit (£500 or £375).

	<b>011</b>
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Expenditure **above** the lower of 90% of the appropriate LHA rate for the property plus the management costs element and the upper limit (£500 or £375).

	<b>012</b>
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**OVERPAID RENT REBATES GRANTED TO TENANTS OF NON-HRA PROPERTIES**

Expenditure in respect of eligible overpayments.

	<b>013</b>
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Expenditure in respect of technical error and recovered DWP O/P's.

	<b>014</b>
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Expenditure in respect of local authority error and administrative delay overpayments.

	<b>015</b>
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**ESTIMATED FULL RATE SUBSIDY**

(Cell 008 - (Cells 010 + 012 + 013 + 014 + 015)).

	<b>016</b>
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**SUBSIDY CLAIMED AT REDUCED RATE**

(Cell 013 x 0.40).

	<b>017</b>
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<b>TOTAL ESTIMATED SUBSIDY (Cells 016 + 017 + 065)</b>	
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	<b>018</b>
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Cells 019 - 022 - Spare

<b>ESTIMATED RENT REBATES GRANTED TO TENANTS OF HRA PROPERTIES</b>
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**EXPENDITURE FOR THE FINANCIAL YEAR.**

	<b>023</b>
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**TOTAL EXPENDITURE ON AFFORDABLE RENTS INCLUDING AFFORDABLE RENTS OVERPAYMENTS (ENGLAND ONLY)**

	<b>024</b>
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**OVERPAID RENT REBATES GRANTED TO TENANTS OF HRA PROPERTIES**

Expenditure in respect of eligible overpayments.

	<b>025</b>
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Expenditure in respect of technical error and recovered DWP O/P's.

	<b>026</b>
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Expenditure in respect of local authority error and administrative delay overpayments.

	<b>027</b>
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**DISPROPORTIONATE RENT INCREASE (WALES ONLY)**

Expenditure in respect of non-exemption from DRI rule

	<b>028</b>
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**The income for the authority for 2018/19 from rent and eligible service charges (ENGLAND & WALES)**

	<b>029</b>
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**ESTIMATED FULL RATE SUBSIDY**

(Cell 023 - (Cells 025 + 026 + 027 + 028)).

	<b>030</b>
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**SUBSIDY CLAIMED AT REDUCED RATE**

(Cell 025 x 0.40)

	<b>031</b>
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**SUBSIDY LIMITATION PERCENTAGE**

%	<b>032</b>
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**TOTAL ESTIMATED SUBSIDY ((Cells 030 + 031 + 066) x Cell 032)**

**033**

**ESTIMATED RENT ALLOWANCES**

**EXPENDITURE FOR THE FINANCIAL YEAR.**

	<b>034</b>
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**RENT OFFICER REFERRALS**

Expenditure in respect of eligible rent above RO's determinations where no restriction under Regs. 13 or 13ZA.

	<b>035</b>
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Expenditure in respect of eligible rent above the RO's determinations not included in Cell 035.

	<b>036</b>
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**EXPENDITURE ON BOARD AND LODGING AND NON SELF-CONTAINED LICENSED ACCOMMODATION PROVIDED AS TEMPORARY OR SHORT TERM ACCOMMODATION WHERE A REGISTERED HOUSING ASSOCIATION IS THE LANDLORD**

Expenditure **up to** the lower of the one bedroom self-contained LHA rate and the upper limit (£500 or £375).

	<b>037</b>
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Expenditure **above** the lower of the one bedroom self-contained LHA rate and the upper limit (£500 or £375).

	<b>038</b>
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**EXPENDITURE ON SELF-CONTAINED LICENSED ACCOMMODATION AND ACCOMMODATION OWNED OR LEASED BY A REGISTERED HOUSING ASSOCIATION PROVIDED AS TEMPORARY OR SHORT TERM ACCOMMODATION WHERE A REGISTERED HOUSING ASSOCIATION IS THE LANDLORD**

Expenditure **up to** the lower of 90% of the appropriate LHA rate for the property and the upper limit (£500 or £375).

	<b>039</b>
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Expenditure **above** the lower of 90% of the appropriate LHA rate for the property plus the management costs element and the upper limit (£500 or £375).

	<b>040</b>
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**OVERPAID RENT ALLOWANCES**

Expenditure in respect of duplicate payments.

	<b>041</b>
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Expenditure in respect of eligible overpayments.

	<b>042</b>
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Expenditure in respect of recovered DWP/payment on account overpayments.

	<b>043</b>
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Expenditure in respect of local authority error and administrative delay overpayments.

	<b>044</b>
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**ESTIMATED FULL RATE SUBSIDY**

(Cell 034 - (Cells 035 + 036 + 038 + 040 + 041 + 042 + 043 + 044)).

	<b>045</b>
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**SUBSIDY CLAIMED AT REDUCED RATE**

(Cell 035 x 0.60) + (Cell 041 x 0.25) + (Cell 042 x 0.40)

	<b>046</b>
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**TOTAL ESTIMATED SUBSIDY** (Cells 045 + 046 + 067).

	<b>047</b>
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**MODIFIED SCHEME SUBSIDY** (this figure to be transferred from Cell 073).

	<b>048</b>
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**TOTAL ESTIMATED SUBSIDY (Cells 047 + 048).**

	<b>049</b>
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**Cells 050 – 057 - spare**

<b>LOCAL AUTHORITY ERROR AND ADMINISTRATIVE DELAY</b>
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**ESTIMATED TOTAL EXPENDITURE ATTRACTING FULL SUBSIDY**

(Cells 016 + 030 + 045).

	<b>058</b>
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Lower threshold (Cell 058 x 0.48%).

	<b>059</b>
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Upper threshold (Cell 058 x 0.54%).

	<b>060</b>
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**ESTIMATED TOTAL LOCAL AUTHORITY ERROR AND ADMINISTRATIVE DELAY OVERPAYMENTS**

(Cells 015 + 027 + 044).

	<b>061</b>
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**SUBSIDY CALCULATION**

Enter the figure from Cell 061 if Cell 061 is less than or equal to Cell 059. Otherwise enter "0".

	<b>062</b>
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Enter the figure from Cell 061 if Cell 061 is more than Cell 059 but less than or equal to Cell 060. **Otherwise enter "0"**.

	<b>063</b>
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**Local authority error and administrative delay subsidy due (Cell 062 + (Cell 063 x 0.40)).**

	<b>064</b>
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**LOCAL AUTHORITY ERROR AND ADMINISTRATIVE DELAY SUBSIDY APPORTIONMENTS**

Rebates for non-HRA properties (Cell 064 x (Cell 015 divided by Cell 061)). This figure to be included in Cell 018.

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Rebates for HRA properties (Cell 064 x (Cell 027 divided by Cell 061)). This figure to be included in Cell 033.

	<b>066</b>
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Rent Allowances (Cell 064 x (Cell 044 divided by Cell 061)). This figure to be included in Cell 047.

	<b>067</b>
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**Cell 068 – Spare****MODIFIED SCHEMES SUBSIDY**

Total subsidy claimed before any addition in respect of the operation of a local scheme. (Cells 018 + 033 + 047).

	<b>069</b>
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Enter 0.2% of Cell 069.

	<b>070</b>
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Estimated expenditure due to the **voluntary** disregarding of War Disablement Pensions or War Widows Pensions.

	<b>071</b>
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Enter 75% of Cell 071.

	<b>072</b>
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Enter the lower of Cells 070 and 072. This figure to be transferred to Cell 048.

	<b>073</b>
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**RENT REBATE SUBSIDY LIMITATION SCHEME (ENGLAND ONLY)**

2019/20 weekly rent limit.

	<b>074</b>
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Derogation from Rent Rebate subsidy limitation, if granted.

	<b>075</b>
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Average weekly rent for 2019/20 **excluding affordable rents** (rent for Rent Rebate subsidy limitation purposes).

	<b>076</b>
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Rental income for 2019/20 <b>excluding affordable rents.</b>		<b>077</b>
Enter zero if not subject to limitation, otherwise enter the amount in Cell 077.		<b>078</b>
Amount of rebates paid in 2019/20 (this is the figure entered in Cell 023 minus the figure entered in Cell 024).		<b>079</b>
Proportion of rental income rebated in 2019/20.		<b>080</b>
Rent Rebate subsidy limitation percentage. (Formulas are given in the guidance notes.)	%	<b>081</b>

### RENT REBATE SUBSIDY LIMITATION SCHEME (WALES ONLY)

Total HRA rent rebates granted in 2019/20	£	<b>082</b>
2019/20 weekly rent limit (specified amount 'O' plus guideline weekly rent increase 'P')	£	<b>083</b>
Derogation from Rent Rebate subsidy limitation, if granted	£	<b>084</b>
Average actual weekly rent per dwelling for 2019/20	£	<b>085</b>
Rental income for 2019/20	£	<b>086</b>
Proportion of rental income rebated in 2019/20	£	<b>087</b>
Rent Rebate Subsidy Limitation Percentage. (Formulas are given in the guidance notes.)	%	<b>088</b>

Certification Number:

**Completed estimates should be returned by e-mail to: [HBSubsidy@dwp.gsi.gov.uk](mailto:HBSubsidy@dwp.gsi.gov.uk)  
Completed Local Authority Certificates of Entitlement should be scanned and emailed separately to [HBSubsidy@dwp.gsi.gov.uk](mailto:HBSubsidy@dwp.gsi.gov.uk)**

**Department for Work and Pensions**  
Local Authority (LA) Funding Team  
Housing Delivery Division  
Room B120D  
Warbreck House  
BLACKPOOL, FY2 0UZ

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